

CITY OF MONTEVIDEO
CITY COUNCIL PROCEEDINGS
June 20, 2023

The city council met in regular session Tuesday, June 20, 2023 in the council chambers at city hall. Council President Schmidt called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Council members present: Nathan Schmidt, Dan Sanborn, Bryce Curtiss, Steve Sulflow and Beverly Olson (7:03 P.M.) Absent: None. Mayor Erich Winter present.

Also present: City Manager Robert Wolfington, City Attorney Janice Nelson and City Clerk Glennis Lauritsen.

It was moved by Sulflow, seconded by Sanborn and unanimously passed to approve the agenda, with the following modifications:

MODIFY: 5A) CONSIDER APPROVAL OF VERIFIED CLAIMS FOR THE PERIOD ENDING JUNE 15, 2023 IN THE AMOUNT OF ~~\$333,288.91~~ \$374,034.93.

The revised list reflects the following additions:

LIQUOR

Dahlheimer Beverage - Inventory	\$ 15,899.94
Johnson Brothers Liquor Co. - Inventory	5,458.63
Madison Bottling Company - Inventory	11,189.20
MN Municipal Beverage Association - Annual Dues	1,700.00
Phillips Wine & Spirits - Inventory	2,845.75

POOL

Monte Candy Company - Concession Treats	3,652.50
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ADD: 7H) CONSIDER REQUEST FROM THE MONTEVIDEO ECONOMIC DEVELOPMENT AUTHORITY (EDA) TO ALLOCATE AMERICAN RECOVERY PLAN ACT (ARPA) DOLLARS FOR CHILDCARE AND ECONOMIC DEVELOPMENT PURPOSES.

ADD: 7I) CONSIDER THE PURCHASE OF A SIDE-BY-SIDE VEHICLE FOR USE IN THE POLICE DEPARTMENT UTILIZING ARPA FUNDS.

District, at 1220 Grove Avenue. City Code 11-13-7E1 states that “Fences in excess of six feet (6') shall require a conditional use permit.” Following its discussion the commission unanimously recommended approval.

Council member Olson arrived at 7:03 P.M.

It was moved by Curtiss, seconded by Sanborn and unanimously passed to approve the issuance of the conditional use permit, as recommended by the planning commission.

7(B) SITE PLAN REVIEW - MINNWEST BANK.

Community Development Coordinator Jack Gottfried reported that as a part of its meeting June 12, 2023, the Montevideo Planning Commission conducted a site plan review for an expansion of the Minnwest Bank, 1404 East Highway 7, resulting in a building that is approximately 6,440 square feet. The location would include additional office space and a new drive-thru for customers. The commission unanimously recommended its approval. Council members expressed interest in seeing a set of plans for the expansion.

To allow staff time to obtain the plans from the city offices, President Schmidt moved Agenda Item 7(D) forward for discussion.

7(D) KUBOTA TRACTOR ISSUE.

Public Works Director Aaron Blom appeared before the council to discuss issues with the department’s Kubota 60 horse tractor. Blom explained that this tractor was purchased in October 2021 for use in mowing the levee and rights-of-way as well as some snow removal. The tractor was delivered in March 2022 and, after some minimal use, an issue occurred with the steering locking up. The tractor has spent four (4) months in the Kubota shop, where they have been unable to resolve the issue. Blom was seeking direction from the council on how to proceed with the matter. The following options are available:

1. Kubota will buy back the tractor for full retail price (\$47,526) less \$10.00/engine hour, or \$3,300.
2. Kubota will trade even-up for the same tractor, but there is staff concern over longevity/sustainability given the history.

3. Quote from Haug-John Deere on a JD4066 tractor, with trade-in, at \$18,500 taboot. Delivery would be 6-12 months out.
4. Quote from Kibble Equipment on a JD4066 tractor, with trade-in, at \$14,000 taboot. This would be for a 2024 model (with heavier front end); however, a 2023 model is on their lot which could be leased by the city until the 2024 is available (September 2023).

Blom indicated that if the council were to choose an option requiring additional cost, there are funds available in the public works miscellaneous sales budget line item and in the CIP.

Following review of the options available, it was moved by Curtiss, seconded by Sanborn and unanimously passed to approve the purchase of the 2024 JD4066 tractor from Kibble Equipment (leasing a 2023 tractor from Kibble at no cost until the 2024 tractor is available) and to sell back the Kubota tractor to Haug-Kubota at retail, less \$10/hours used.

Discussion reverted back to Agenda Item 7(B) - Minnwest Bank Site Plan Review.

Council members reviewed the plans for the proposed building expansion, including the proposed traffic flow. City staff addressed questions raised.

It was moved by Sulflow, seconded by Olson and unanimously passed to approve the site plan review, as recommended by the planning commission.

7(C) DUCT WORK AT CITY OFFICE ENTRY AREA.

During the COVID pandemic, a security entrance had been constructed in the city office area. Since constructed, an issue with the duct work was identified which created a “tunnel” effect, causing a vacuum and noise issues. It was determined that the positive pressure needs to be relieved and, therefore, quotes were solicited to resolve the issue. Molde’s Electric submitted a quote for labor/materials at a cost of \$3,995 and Peters Construction submitted a quote to cut the hole/Sheetrock/tape and paint at a cost of \$3,570, for a total cost of the project of \$7,565. It was noted that the project would be paid from remaining COVID funds.

It was moved by Curtiss, seconded by Sanborn and unanimously passed to approve the quotes for the duct work project, as submitted.

7(D) KUBOTA TRACTOR ISSUE - PREVIOUSLY CONSIDERED (see page 3).

7(E) TAX FORFEITED PARCEL - 803 NORTH 5TH STREET.

It was moved by Olson, seconded by Sulflow and unanimously passed to approve the classification/sale of the property at 803 North 5th Street (70-310-0455) by Chippewa County, citing no public use/public purpose by the city.

7(F) AERIAL APPLICATOR AGREEMENT/NORTHSTAR AEROSPRAY.

It was moved by Curtiss, seconded by Olson and unanimously passed to approve the 2023 Aerial Applicator Agreement with Bryce Orwick, dba/Northstar Aerospray, Inc.

7(G) ACCEPTANCE OF GIFTS/GRANTS.

The following gifts/grants have been received by the city:

<u>Name</u>	<u>Description</u>	<u>Amount/Value</u>
Keith Hein	Donation - Fiesta Days	\$ 1,000.00
MN Dept. Of Transportation	Airport Mtce/Operation Grant FY 2024-2025 (\$31,571/fiscal year)	63,142.00

DAN SANBORN OFFERED RESOLUTION NO. 3871, A RESOLUTION ACCEPTING GIFTS/GRANTS, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3871 WAS SECONDED BY STEVE SULFLOW. THOSE VOTING IN FAVOR OF MOTION: DAN SANBORN, STEVE SULFLOW, BEVERLY OLSON, BRYCE CURTISS AND NATHAN SCHMIDT. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(H) USE OF ARPA FUNDS FOR CHILDCARE/ECONOMIC DEVELOPMENT.

It was explained that the City of Montevideo received roughly \$460,000 in American Rescue Plan Act dollars. The Montevideo Economic Development Authority (EDA) requested that \$200,000 of those funds go toward childcare efforts (\$100,000) and economic development grants (\$100,000) to be administered through the EDA. The childcare funds would be utilized for grants to in-home family childcare providers that had not received grants from the EDA in the past. The economic development funds

would be used for grants to businesses that were not eligible for the Main Street Revitalization Program administered by the Southwest Initiative Foundation.

Community Development Coordinator Jack Gottfried provided additional information on the proposed economic development grants, noting that the area(s) eligible for consideration would be expanded to highway businesses. The previous grant had covered an area from Canton Avenue south to the T.H. 7/59 and 212 intersection.

It was moved by Curtiss, seconded by Sanborn and unanimously passed to approve allocating \$200,000 in ARPA funds for the EDA to administer grants for childcare and economic development.

7(I) QUOTES - POLICE DEPARTMENT SIDE-BY-SIDE VEHICLE.

Quotes were solicited from Motor Sports of Willmar for the purchase of an extended cab side-by-side vehicle, with track attachment for use by the police department in difficult rescue situations during winter months. Two quotes were received, with the low quote submitted on a fully equipped 2023 Polaris Ranger Crew Northstar in the amount of \$41,920.00. Staff recommended accepting the low quote, as submitted, using American Rescue Plan Act (ARPA) funds for the purchase.

It was moved by Sulflow, seconded by Olson and unanimously passed to approve the purchase of a 2023 Polaris Ranger in the amount of \$41,920, as quoted and recommended by staff.

7(J) QUOTES - FIRE DEPARTMENT SIDE-BY-SIDE VEHICLE.

Quotes were solicited for the purchase of a 2023 side-by-side vehicle to assist the fire department in off-road calls. City Manager Wolfington stated that at the time the council agendas were prepared, three (3) quotes had been submitted, as follows:

- 2023 Can Am Defender 6x6 DPS - \$26,363.75 from Roelofsen Implement
- 2023 Can Am Defender 6x6 XT - \$27,535.75 from Roelofsen Implement
- 2023 John Deere Gator - \$27,615.00 from Kibble Equipment

Just prior to the start of the council meeting, a fourth quote was received:

- 2023 Can Am Defender 6x6 DPS - \$26,109.00 from Action Sports, Inc.

An additional \$13,500 would be needed to build out the vehicle for the department's purposes. Staff recommended accepting the low quote of Action Sports of \$26,109 plus \$13,500 for buildout (\$39,609), as submitted, using American Rescue Plan Act (ARPA) funds for the purchase.

It was moved by Sulflow, seconded by Olson and unanimously passed to authorize the purchase of a 2023 Can Am Defender 6x6 DPS in the total amount of \$39,609, as quoted and recommended by staff.

7(K) JULY 3, 2023 COUNCIL MEETING.

The first council meeting in July is scheduled for Monday, July 3rd. Due to the way in which the 4th of July holiday falls in 2023, and with there being no items of urgency to be considered, staff had suggested the council may want to consider reschedule and/or canceling the meeting.

Following discussion, it was moved by Curtiss, seconded by Sanborn and unanimously passed to reschedule the July 3rd meeting to Monday, July 10th.

8. Ordinances.

8(A) ADOPTION OF ORDINANCE NO. 981 - JUNETEENTH HOLIDAY.

Ordinance No. 981 was introduced at the June 5th meeting. The ordinance amends the Administrative Code to include Juneteenth as a recognized holiday.

IT WAS MOVED BY BEVERLY OLSON THAT ORDINANCE NO. 981, AN ORDINANCE AMENDING THE CITY OF MONTEVIDEO ADMINISTRATIVE CODE, HOLIDAYS, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF ORDINANCE NO. 981 WAS SECONDED BY BRYCE CURTISS. THOSE VOTING IN FAVOR OF MOTION: BEVERLY OLSON, BRYCE CURTISS, DAN SANBORN, STEVE SULFLOW AND NATHAN SCHMIDT. THOSE VOTING AGAINST MOTION: NONE. ORDINANCE PASSED 5-0.

9. Discussion and Miscellaneous.

- Mayor Winter thanked the public works department for all of their work towards a successful Fiesta Days event. Winter also acknowledged all of the citizens who came out to be a part of the festivities.

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- City Manager Wolfington informed the council that the contractor will be on site the week of June 26th to complete the work in the North 6th Street/Eichelberger Avenue area associated with the 2022 Improvement Project.
- City Manager Wolfington shared with the council that Jack Gottfried, Community Development Coordinator, will be presenting an informational session on childcare at the League of MN Cities Conference in Duluth June 21-23.

Meeting adjourned at 7:45 P.M.

Glennis A. Lauritsen, Secretary

Approved by council July 10, 2023:

President - City Council